

DODGE COUNTY BUILDING COMMITTEE MINUTES

Date: July 11, 2024

Call to order: The meeting of the Dodge County Building Committee was called to order by Chairman Jody Steger at 4:00 p.m. on July 11, 2024 in Room 1H & 1I of the Dodge County Administration Building with the following members present: **Jody Steger, Steve Kauffeld, Jeff Caine, Randy Vande Zande**

Also present: John Nehls, Director of Physical Facilities; Barb Brooks, Sr. Administrative Support Specialist; Dave Frohling, County Board Chairman; Ed Somers, Clearview Administrator; Kim Nass, Corporation Counsel; Dale Schmidt, Sheriff; Chris Abell, Lead Mechanic; Cameron Clapper, Dodge County Administrator; Todd Ringle, Citizen.

Roll Call and Non-Committee Member County Board Attendance: None.

Public Comment (30-minute limit, 2 minutes per person), limited to items on the agenda)

Approval of the Minutes from June 6, 2024 a motion was made by Steve Kauffeld to approve the minutes from June 6, 2024 and second by Randy Vande Zande. Motion carried.

Review and Award Dodge County Justice Facility Chiller Bids chiller bids were provided to the Committee, reviewed and awarded. A motion was made by Randy Vande Zande and second by Steve Kauffeld to accept the bid from Sure-Fire in the amount of \$359,500. Motion carried.

Dodge County Justice Facility Parking Lot Issues bad patches/holes in the 2 year old parking lot in driving lane and transport van parking behind the Jail.

Dodge County Justice Facility Building Update the Committee was informed that the new 400 Ton Chiller installed in April is still not fully functioning. Landscaping pictures of work done by Maintenance staff were shown to the Committee.

Discuss and Take Action on Dodge County Legal Services Air Conditioner the Air Conditioner issues were discussed with the Committee, and the consensus of the Committee is to move forward and replace the Air Conditioner.

Henry Dodge Office Building Signage Change Abel Signs have completed the Signage Change for \$720.

Clearview Construction Manager Walkthrough Ed Somers informed the Committee that there were 10 firms that attended the walkthrough, and he also updated the Committee on what construction will be done. Bids are due Wednesday, July 17th, at 10:00 a.m.

Dodge County Master Plan RFP Kim Nass provided the Committee with a printed Draft copy.

Department Consolidation our maintenance staff were able to assist Clearview with some maintenance work that needed to be completed.

Staffing Update the department is fully staffed.

Space Study was discussed earlier.

Future Agenda Items Justice Facility Chiller, Legal Services Air Conditioner, Justice Facility Parking Lot

Determine Next Meeting Date and Time August 1, 2024 at 4:30 p.m. in 1H & 1I of the auditorium at the Administration Building.

Adjourn there being no further business to come before the Committee a motion was made by Jeff Caine to adjourn the Building Committee meeting at 5:11 p.m. Seconded by Steve Kauffeld Motion carried without negative vote.

Respectfully submitted,

Jeff Caine, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.

COUNTY OF DODGE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
100-10-80-8010-00000-00-551110-		0.00	EMPLOYEE BOND PREMIUM	0.00	-166.20	100.0%
		0.00	0.00	166.20		
100-10-80-8010-00000-00-551149-		0.00	VEHICLE EQUIP LIABILITY INS	0.00	597.00	.0%
		597.00	597.00			
06 ADMINISTRATION BUILDING						
100-10-80-8010-00000-06-4111100-		0.00	PROPERTY TAX REVENUE	0.00	-177,438.98	50.0%
		-354,878.00	-354,878.00	-177,439.02		
100-10-80-8010-00000-06-483070-		0.00	SALE OF RECYCLABLE MATERIALS	0.00	-500.00	.0%
		-500.00	-500.00	0.00		
100-10-80-8010-00000-06-489000-		0.00	MISC REVENUE	0.00	167.20	100.0%
		0.00	0.00	-167.20		
100-10-80-8010-00000-06-516000-		0.00	DRUG ALCOHOL TEST FEE	0.00	-135.00	100.0%
		0.00	0.00	135.00		
100 10 80 8010 00000 06 522000		0.00	WATER	0.00	-135.00	100.0%
		1,800.00	1,800.00	530.21	1,269.79	29.5%
100-10-80-8010-00000-06-522010-		0.00	FIRE PROTECTION	0.00	1,800.00	35.7%
		2,800.00	2,800.00	1,000.00		
100-10-80-8010-00000-06-522100-		0.00	ELECTRICITY	0.00	79,886.32	27.4%
		110,000.00	110,000.00	30,113.68		
100-10-80-8010-00000-06-522200-		0.00	SEWER	0.00	2,112.97	44.4%
		3,800.00	3,800.00	1,687.03		
100-10-80-8010-00000-06-522300-		0.00	NATURAL LP GAS	0.00	20,376.07	54.7%
		45,000.00	45,000.00	24,623.93		
100-10-80-8010-00000-06-522400-		0.00	PHONE	0.00	4,019.02	38.2%
		6,500.00	6,500.00	2,480.98		
100-10-80-8010-00000-06-523200-		0.00	REFUSE COLLECTION	0.00	0.00	100.0%
		5,500.00	5,500.00	4,547.12		
100-10-80-8010-00000-06-523300-		0.00	LAUNDRY	0.00	20.36	95.9%
		500.00	500.00	479.64		
100-10-80-8010-00000-06-524000-		0.00	BUILD EQUIP MAINT SERVICE	0.00	18,676.43	61.1%
		48,000.00	48,000.00	24,378.11		
100-10-80-8010-00000-06-524001-		0.00	FURNITURE AND FURNISHING	0.00	500.00	.0%
		500.00	500.00	0.00		
100-10-80-8010-00000-06-524100-		0.00	GROUNDS MAINTENANCE AND REPAIR	0.00	12,844.38	24.4%
		17,000.00	17,000.00	4,155.62		
100-10-80-8010-00000-06-524200-		0.00	VEHICLE MAINTENANCE	0.00	1,500.00	.0%
		1,500.00	1,500.00	0.00		
100-10-80-8010-00000-06-524300-		0.00	COMPUTER MAINT LICENSE REPAIR	0.00	3,697.68	16.0%
		4,400.00	4,400.00	702.32		
100-10-80-8010-00000-06-526300-		0.00	POSTAGE PARCEL DELIVERY	0.00	31.35	37.3%
		50.00	50.00	18.65		

COUNTY OF DODGE



YEAR-TO-DATE BUDGET REPORT

FOR 2024 06

ORIGINAL APPROP	TRANS/ADJ/SMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
100-10-80-8010-00000-06-531000-		4,500.00	OFFICE SUPPLIES AND SML EQMNT	0.00	4,381.92	2.6%
100-10-80-8010-00000-06-531100-		4,500.00	COMPUTER EQUIPMENT	118.08		
		4,500.00	FURNITURE & FURNISHINGS	2,112.46	2,387.54	46.9%
100-10-80-8010-00000-06-531300-		1,000.00	MEMBERSHIP DUES	0.00	1,000.00	.0%
100-10-80-8010-00000-06-532200-		400.00	CONFERENCE REGISTRATION FEES	0.00	400.00	.0%
100-10-80-8010-00000-06-532300-		1,500.00	ADVERTISING	445.00	1,055.00	29.7%
100-10-80-8010-00000-06-532600-		1,000.00	MEALS	0.00	1,000.00	.0%
100-10-80-8010-00000-06-533300-		200.00	LODGING	0.00	200.00	.0%
100-10-80-8010-00000-06-533400-		400.00	MOTOR VEHICLE PARTS	176.00	222.60	41.1%
100-10-80-8010-00000-06-534130-		1,000.00	OPERATING SUPPLIES	0.00	1,000.00	.0%
100-10-80-8010-00000-06-534140-		2,000.00	BUILDING AND EQUIP REPAIR	0.00	2,000.00	.0%
100-10-80-8010-00000-06-534170-		13,000.00	HOUSEHOLD JANITORIAL SUPPLIES	5,806.94	7,193.06	44.7%
100-10-80-8010-00000-06-534240-		5,500.00	CO HWY DEPT SERVICES SUPPLIES	4,502.84	997.16	81.9%
100-10-80-8010-00000-06-541220-		10,000.00	BUILDING PREMIUM	7,739.80	2,260.20	77.4%
100-10-80-8010-00000-06-551000-		14,824.00	EQUIPMENT VEHICLE INSURANCE	7,951.21	6,872.79	53.6%
100-10-80-8010-00000-06-551100-		204.00	CAP BUILDING IMPROVEMENT	242.94	-38.94	119.1%
100-10-80-8010-00000-06-585000-		48,000.00	PROPERTY TAX REVENUE	83,632.02	83,631.98	50.0%
			COUNTY DEPARTMENTS	0.00	-499,630.00	.0%
			RENT REVENUE	0.00	3,400.02	100.0%
			WATER	0.00	2,200.08	56.0%

09 HENRY DODGE OFFICE BUILDING

COUNTY OF DODGE



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FOR 2024 06

ORIGINAL APPROP	TRANS/ADJ/SMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
100-40-80-8010-00000-09-522010-						
		FIRE PROTECTION	3,336.00	0.00	6,678.00	33.3%
		10,014.00				
100-40-80-8010-00000-09-522100-		ELECTRICITY	42,076.94	0.00	95,923.06	30.5%
		138,000.00				
100-40-80-8010-00000-09-522200-		SEWER	6,866.14	0.00	6,133.86	52.8%
		13,000.00				
100-40-80-8010-00000-09-522300-		NATURAL LP GAS	47,062.50	0.00	28,937.50	61.9%
		76,000.00				
100-40-80-8010-00000-09-523200-		REFUSE COLLECTION	6,754.85	745.15	0.00	100.0%
		7,500.00				
100-40-80-8010-00000-09-523300-		LAUNDRY	450.00	269.17	-269.17	159.8%
		450.00				
100-40-80-8010-00000-09-524000-		BUILD EQUIP MAINT SERVICE	22,631.38	15,742.20	31,626.42	54.8%
		70,000.00				
100-40-80-8010-00000-09-524100-		GROUNDS MAINTENANCE AND REPAIR	17,831.79	0.00	15,166.71	16.8%
		78,000.00				
100-40-80-8010-00000-09-531000-		OFFICE SUPPLIES AND SMALL EQMNT	162.77	0.00	837.23	16.3%
		1,000.00				
100-40-80-8010-00000-09-534000-		FUEL	364.72	0.00	635.28	36.5%
		1,000.00				
100-40-80-8010-00000-09-534140-		OPERATING SUPPLIES	0.00	0.00	2,500.00	.0%
		2,500.00				
100-40-80-8010-00000-09-534170-		BUILDING AND EQUIP REPAIR	3,261.07	0.00	18,738.93	14.8%
		22,000.00				
100-40-80-8010-00000-09-534240-		HOUSEHOLD JANITORIAL SUPPLIES	4,379.98	0.00	7,620.02	36.5%
		12,000.00				
100-40-80-8010-00000-09-541220-		CO HWY DEPT SERVICES SUPPLIES	1,213.30	0.00	4,786.70	20.2%
		6,000.00				
100-40-80-8010-00000-09-551000-		BUILDING PREMIUM	3,825.59	0.00	3,333.41	53.4%
		7,159.00				
100-40-80-8010-00000-09-586000-		CAP MACHINERY & EQUIPMENT	0.00	0.00	6,000.00	.0%
		6,000.00				
21 LAW ENFORCEMENT CENTER (JPOD)						
100-20-80-8010-00000-21-411100-		PROPERTY TAX REVENUE	-20,800.02	0.00	-20,799.98	50.0%
		-41,600.00				
100-20-80-8010-00000-21-522000-		WATER	282.62	0.00	417.38	40.4%
		700.00				
100-20-80-8010-00000-21-522010-		FIRE PROTECTION	580.00	0.00	812.00	41.7%
		1,392.00				
100-20-80-8010-00000-21-522100-		ELECTRICITY	2,548.45	0.00	5,451.55	31.9%
		8,000.00				

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100-20-80-8010-00000-21-522200-		2,200.00	1,096.38	0.00	1,103.62	49.8%
100-20-80-8010-00000-21-522300-		18,000.00	9,104.35	0.00	8,895.65	50.6%
100-20-80-8010-00000-21-524000-		2,500.00	3,337.49	0.00	-837.49	133.5%
100-20-80-8010-00000-21-524100-		2,200.00	799.98	0.00	1,400.02	36.4%
100-20-80-8010-00000-21-531000-		0.00	9.99	0.00	-9.99	100.0%
100-20-80-8010-00000-21-534170-		800.00	872.35	0.00	-72.35	109.0%
100-20-80-8010-00000-21-534240-		0.00	414.62	0.00	-414.62	100.0%
100-20-80-8010-00000-21-551000-		5,808.00	2,008.70	0.00	2,799.30	51.8%
22 COURTS BUILDING						
100-10-80-8010-00000-22-411100-		-464,279.00	-232,139.52	0.00	-232,139.48	50.0%
100-10-80-8010-00000-22-491000-		0.00	-7,913.00	0.00	0.00	100.0%
100-10-80-8010-00000-22-522000-		6,000.00	1,890.66	0.00	4,109.34	31.5%
100-10-80-8010-00000-22-522010-		5,098.00	2,124.00	0.00	2,974.00	41.7%
100-10-80-8010-00000-22-522100-		225,000.00	56,485.12	0.00	168,514.88	25.1%
100-10-80-8010-00000-22-522200-		24,000.00	9,317.96	0.00	14,682.04	38.8%
100-10-80-8010-00000-22-522300-		62,000.00	34,294.54	0.00	27,705.46	55.3%
100-10-80-8010-00000-22-523200-		6,600.00	3,595.26	0.00	-975.90	114.8%
100-10-80-8010-00000-22-523300-		500.00	543.93	0.00	-43.93	108.8%
100-10-80-8010-00000-22-524000-		60,000.00	18,954.83	3,132.06	37,913.11	36.8%
100-10-80-8010-00000-22-524100-		3,000.00	371.64	0.00	2,628.36	12.4%
100-10-80-8010-00000-22-531000-		500.00	0.00	0.00	500.00	0%

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ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
100-10-80-8010-00000-22-531300-	5,000.00	FURNITURE & FURNISHINGS	0.00	0.00	5,000.00	.0%
100-10-80-8010-00000-22-534000-	1,000.00	FUEL	0.00	0.00	1,000.00	.0%
100-10-80-8010-00000-22-534140-	2,000.00	OPERATING SUPPLIES	145.60	0.00	1,854.40	7.3%
100-10-80-8010-00000-22-534170-	27,000.00	BUILDING AND EQUIP REPAIR	2,051.42	0.00	24,948.58	7.6%
100-10-80-8010-00000-22-534240-	16,000.00	HOUSEHOLD JANITORIAL SUPPLIES	5,939.03	0.00	10,060.97	37.1%
100-10-80-8010-00000-22-541220-	2,000.00	CO HWY DEPT SERVICES SUPPLIES	0.00	0.00	2,000.00	.0%
100-10-80-8010-00000-22-551000-	18,581.00	BUILDING PREMIUM	10,404.69	0.00	8,176.31	56.0%
100-10-80-8010-00000-22-586000-	0.00	CAP MACHINERY & EQUIPMENT	0.00	0.00	7,913.00	.0%
23 CORRECTIONS BUILDING						
100-20-80-8010-00000-23-411100-	-788,631.00	PROPERTY TAX REVENUE	-394,315.50	0.00	-394,315.50	50.0%
100-20-80-8010-00000-23-474000-	-200.00	COUNTY DEPARTMENTS	0.00	0.00	-200.00	.0%
100-20-80-8010-00000-23-491000-	0.00	INTRA FUND TRANSFER IN	-350,441.00	0.00	0.00	100.0%
100-20-80-8010-00000-23-491200-	-350,000.00	INTRA FUND SALES TAX TRANS IN	0.00	0.00	-350,000.00	.0%
100-20-80-8010-00000-23-522010-	35,500.00	WATER	12,652.88	0.00	22,847.12	35.6%
100-20-80-8010-00000-23-522100-	12,000.00	FIRE PROTECTION	3,186.00	0.00	8,814.00	26.6%
100-20-80-8010-00000-23-522200-	305,000.00	ELECTRICITY	84,727.70	0.00	220,272.30	27.8%
100-20-80-8010-00000-23-522300-	95,000.00	SEWER	39,505.20	0.00	55,494.80	41.6%
100-20-80-8010-00000-23-522400-	90,000.00	NATURAL LP GAS	51,441.78	0.00	38,558.22	57.2%
100-20-80-8010-00000-23-523200-	400.00	PHONE	157.24	0.00	242.76	39.3%
100-20-80-8010-00000-23-523300-	19,000.00	REFUSE COLLECTION	7,807.18	15,096.40	-3,903.58	120.5%
100-20-80-8010-00000-23-523300-	600.00	LAUNDRY	695.08	269.17	-364.25	160.7%

COUNTY OF DODGE



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FOR 2024 06

ORIGINAL APPROP	TRANS/ADJ/SMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
100-20-80-8010-00000-23-524000-		75,000.00	BUILD EQUIP MAINT SERVICE			
		75,000.00	30,423.45	6,754.13	37,822.42	49.6%
100-20-80-8010-00000-23-524100-		18,000.00	GROUND MAINTENANCE AND REPAIR			
		18,000.00	8,859.36	0.00	9,140.64	49.2%
100-20-80-8010-00000-23-531000-		2,000.00	OFFICE SUPPL TFS AND SMI FOMNT			
		2,000.00	515.79	0.00	1,484.21	25.8%
100-20-80-8010-00000-23-534000-		5,500.00	FUEL			
		5,500.00	2,265.46	0.00	3,234.54	41.2%
100-20-80-8010-00000-23-534140-		2,000.00	OPERATING SUPPLIES			
		2,000.00	0.00	0.00	2,000.00	.0%
100-20-80-8010-00000-23-534170-		40,000.00	BUILDING AND EQUIP REPAIR			
		40,000.00	20,281.90	0.00	19,718.10	50.7%
100-20-80-8010-00000-23-534240-		46,000.00	HOUSEHOLD JANITORIAL SUPPLIES			
		46,000.00	16,897.38	0.00	29,102.62	36.7%
100-20-80-8010-00000-23-541220-		8,000.00	CO HWY DEPT SERVICES SUPPLIES			
		8,000.00	3,000.70	0.00	4,999.30	40.0%
100-20-80-8010-00000-23-551000-		34,831.00	BUILDING PREMIUM			
		34,831.00	19,606.80	0.00	15,224.20	56.3%
100-20-80-8010-00000-23-585000-		350,000.00	CAP BUILDING IMPROVEMENT			
		350,000.00	10,744.39	755.61	338,500.00	3.3%
100-20-80-8010-00000-23-588000-		0.00	CAP PROJECTS			
		0.00	350,441.00	45,464.09	-49,559.00	114.1%
24 LEGAL SERV - SO						
100-20-80-8010-00000-24-411100-		-167,997.00	PROPERTY TAX REVENUE			
		-167,997.00	-83,998.50	0.00	-83,998.50	50.0%
100-20-80-8010-00000-24-522000-		1,100.00	WATER			
		1,100.00	330.35	0.00	769.65	30.0%
100-20-80-8010-00000-24-522010-		2,560.00	FIRE PROTECTION			
		2,560.00	870.15	0.00	1,689.85	34.0%
100-20-80-8010-00000-24-522100-		53,000.00	ELECTRICITY			
		53,000.00	15,444.46	0.00	37,555.54	29.1%
100-20-80-8010-00000-24-522200-		2,900.00	SEWER			
		2,900.00	1,397.28	0.00	1,502.72	48.2%
100-20-80-8010-00000-24-522300-		24,000.00	NATURAL LP GAS			
		24,000.00	7,563.58	0.00	16,436.42	31.5%
100-20-80-8010-00000-24-523200-		5,500.00	REFUSE COLLECTION			
		5,500.00	2,354.60	3,854.97	-709.57	112.9%
100-20-80-8010-00000-24-523300-		500.00	LAUNDRY			
		500.00	0.00	0.00	500.00	.0%
100-20-80-8010-00000-24-524000-		28,000.00	BUILD EQUIP MAINT SERVICE			
		28,000.00	12,271.34	3,289.62	12,439.04	55.6%

